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1 August 1955

MEMORANDUM FOR: Director of Personnel

SUBJECT : Annual Report of Accomplishments and Programs Plans

SECTION 1. Major Accomplishments and Significant Developments during  
FY 56

1. Military Strength Statistics

The following figures represent CIA military strength statistics  
as of 30 June 1955:

	<u>AUTH</u>	<u>ON DUTY</u>	<u>IN PROCESS</u>	<u>VACANCIES</u>	<u>ON REQUISITION</u>
Officers	[REDACTED]				
Enlisted					
Total					

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2. Reorganization of Military Personnel Division.

MPD was reorganized internally on 1 December 1954 by the elimination of the separate "Staff A" and "Staff B" sections, with the transfer of these activities to the Personnel Branch, with resultant personnel savings.

3. Procurement, 1 Jul 54 - 30 Jun 55.

a. In all, [REDACTED] requisitions were submitted to the Department of Defense, against which the Services nominated approximately [REDACTED] military personnel. Of them, [REDACTED] were accepted by the Agency and [REDACTED] were declined because of lack of qualifications, security or medical considerations, or other reasons. As of 30 Jun 55, there were outstanding requisitions for [REDACTED] military personnel [REDACTED].

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b. On 1 October 1954, an agreement was formulated between the Department of Army and CIA to permit Agency recruiters to select qualified future career employees from the Army ROTC system. Under the terms of this agreement, the Army will order to active duty and train certain individuals selected by CIA, and then assign them to CIA for duty.

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b. There was little change in the report of "Good relations with co-workers" (from 99% to 98.3%). Also, there was a slight shift in attitude towards a second tour of duty with CIA; 1% fewer officers would welcome such a tour, 1% fewer would resist it, and 2% more would be neutral to a second assignment here.

c. In general, the comments made by military personnel during their exit interviews during the past year indicated that they feel that their problems as military personnel on duty with a civilian agency are receiving more consideration and are being handled more efficiently. Inasmuch as one of the major objectives of MPD during the past twelve months has been to take all steps possible to improve the morale and assignment satisfaction of CIA military personnel, it appears that the procedures outlined in a staff study on the problem are achieving positive results.

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[REDACTED] ons  
[REDACTED] the personnel officer, most of the active duty military personnel, and quite a few of the reserve officers. Numerous questions were answered and considerable information was collected which has assisted in solving military personnel problems. The importance of rendering comprehensive efficiency reports on officers and other items of concern to the military were stressed in each conference with the civilian chiefs. A number of requests were received from active duty military personnel and reserve officers for assistance in connection with personal problems with their respective services.

#### 14. Armed Forces Information Digest.

The Armed Forces Information Digest, which was begun in October 1953 to keep military personnel informed of Service regulations and changes, has continued to grow and expand. Circulation is now approximately [REDACTED] 25X9A2 copies with a distribution of one copy per individual, including Agency civilian Reservists. Copies for overseas personnel are pouched to insure their receiving the Digest by the most expeditious means. The printing process has been changed from multilith to offset. This has resulted in neater copy and greater economy of operation.

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## 15. Reserve Affairs.

## a. Status of Agency Reserve Units as of 30 June 1955:

	Authorized Strength of Unit		Assigned to Unit		Processing Assignment	
	<u>Off</u>	<u>EM</u>	<u>Off</u>	<u>EM</u>	<u>Off</u>	<u>EM</u>
25X9A2 USA						
USAF						
USN	(No specific Authorization)					
USMC	(No specific Authorization)					
Total Assigned						

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b. The Department of the Army has approved an increase in the Agency mobilization designee program from [REDACTED]

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c. Upon the recommendation of the Agency, forty-seven Agency Air Force mobilization designees were promoted recently.

d. Following an exchange of correspondence between the Assistant Secretary of the Navy and the DDCI, Agency Naval reservists holding mobilization assignments to CIA are considered eligible for training duty with pay, with individual eligibility determined by such criteria as availability of training billets and funds for training duty, age, and grade requirements. Previously, the majority of the Agency Naval reservists, especially those in the higher grades (Lieutenant Commander, Commander, and Captain), were receiving training duty without pay.

e. The "pilot" training of reservists at [REDACTED] was completed on 31 May 1955 with great success. Members of the Agency Army, Air Force, and Marine Corps units participated in the training. The Navy did not concur in their personnel participating in this training. It has been recommended that the training be continued in the future.

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f. Arrangements have been completed with the Chief, Psychological Warfare, Department of the Army, for Agency reservists to attend the Special Forces and Psychological Warfare Orientation Courses at the Psychological Warfare Center, Fort Bragg, North Carolina. Twenty-seven reservists completed the Special Forces Orientation Course in June and were favorably impressed with the quality of the instruction and course content.

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22. The Department of the Army has finally agreed to allow civilian supervisors and officers of the other Services to rate Army officers on the regular efficiency report form (67-3) rather than by letter report. This has been long desired by many officers detailed to CIA, in order to establish continuity of efficiency ratings.

23. Representatives of MPD attended conferences concerning the entitlements of the military personnel detailed to CIA. As a result of these conferences, CIA Regulation [REDACTED] dated 12 May 1955, was published. It sets forth payment of travel allowances and per diem to military details in accordance with the Joint Travel Regulations. If, for security reasons, payment cannot justifiably be authorized in accordance with the JTRs then, and only then, will payment be made in accordance with government civilian travel regulations.

24. All military records of Army and Air Force officers and enlisted men were reaccomplished in accordance with recent changes in regulations. The Military Occupational Specialty (MOS) codes of all enlisted men were converted, and enlisted men reclassified as either non commissioned officers or specialists.

26. All military personnel on active duty with the Agency were listed on IBM records together with certain key data which includes the military occupation specialty, and also the slot number in most cases.

27. A similar IBM roster with pertinent data was set up for Agency reserve officers.

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## SECTION 2. Objectives for Current Year and Status of Current Program

### 1. Reserve Affairs.

a. The Director of Personnel has recommended to the DD/S that the TO of the Reserve Affairs Branch be increased to provide the manpower to administer and train adequately the CIA military reservists. At present, the Reserve Affairs Branch consists of one officer and two enlisted men. The staff study bearing on this subject recommended a substantial increase in the TO immediately and an additional increase during Fiscal Year 1957. Under the new plan, the Reserve Affairs Branch would be charged with the following additional responsibilities:

- (1) Administrative functions pertinent to the Agency military reserve units.
- (2) Training, programming, and supervision (AD Training and Inactive Duty Training) for CIA military reserve units.
- (3) Liaison functions with the Department of Defense pertinent to 1 and 2 above.

The staff study is being reviewed by the DD/S.

b. At the recommendation of the DCI, the Secretary of Defense has appointed an ad hoc committee to study the Agency reserve program with a view toward uniformity in benefits, establishing a procedure to obtain point credit for Agency reservists employed overseas and performing quasi-military duties, and a general re-orientation of the program from the standpoint of Agency control as well as better training, both inactive and active. The committee met initially on 12 July and will continue to meet periodically until definite recommendations can be made to the Secretary of Defense.

c. Based upon the survey being conducted by the Mobilization Planning Staff of the Agency's reservists, the Reserve Affairs Branch is providing the Bureau of Naval Personnel with information which will be utilized in making the Mobilization and Control Lists current. This process will continue until such time as the survey (which is considered approximately eighty per cent completed) is consummated.

2. Plans are being developed to integrate FE military into the Personnel Branch, in the same manner as EE military personnel. This will result in saving of manpower and labor, tend to increase effectiveness and in many cases, avoid duplication of work.

3. Copies of Agency Job Sheets for all military personnel have been requested so that the military occupational specialty shown on the IBM

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roster can be checked against current utilization.

4. Wherever possible, informal briefings will be arranged for rating officers in order to improve the quality of efficiency reports rendered within the Agency.

5. A periodic IBM listing of retired officers employed by the Agency as civilians has been requested. This will be included with the IBM rosters of active duty military personnel and reserve officers filed for use in the Emergency Headquarters. It will be used, also, in covering retired regulars with their respective services so they will not be pulled out in the event of mobilization. Further use for the military retired roster is a check on our compliance with Public Law 53.

6. Continued efforts will be made to complete slot numbers on the IBM active duty military personnel roster.



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Col, AGC  
Chief, Military Personnel Division

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